

<b>Department of Health &amp; Welfare</b> <b>Bureau of Facility Standards</b> <b>Residential Care and Assisted Living Checklist</b>	Version Date: 5/06 Page 1 of 5  <b>Checklist #5</b>	
<b>Functional Area: Environment and Physical Standards</b>	Yes = In Compliance No = Further Action	
<b>Objective:</b> Ensure facilities' physical plant is safe, comfortable and meets the needs of those residing there.		
<b>Specific Criteria</b>	<b>Yes</b>	<b>No</b>
<b>Policy and Procedure: IDAPA 16.03.22.153</b> 1. Does the facility have policies and procedures for handling hazardous materials? {IDAPA 16.03.22.153.10}		
<b>Policy and Procedure: IDAPA 16.03.22.153</b> 1. Does the facility have policies and procedures for handling potentially dangerous mechanical equipment? {IDAPA 16.03.22.153.11}		
<b>Requirements: IDAPA 16.03.22.250.05 Walls and Floor Surfaces</b> 1. Are the facility's walls and floors made of such a material that can be cleaned easily? {IDAPA 16.03.22.250.05}		
2. Do the walls and ceilings in kitchens, bathrooms, and utility rooms have washable surfaces? {IDAPA 16.03.22.250.05}		
<b>Requirements: IDAPA 16.03.22.250.06.a &amp; c Toilet and Bathrooms</b> 1. Does the facility assure no toilet or bathroom for resident use is situated so that it is necessary for an individual to pass through another resident's room to reach them? {IDAPA 16.03.22.250.06.a}		
2. Does the facility provide mechanical ventilation to the outside from all inside toilets and bathrooms that do not have an operable exterior window? {IDAPA 16.03.22.250.06.c}		
<b>Requirements: IDAPA 16.03.22.250.07</b> <b>Accessibility for Persons With Mobility and Sensory Impairments</b> 1. For residents with mobility or sensory impairments, does the facility provide a physical environment which meets the needs of the person for independent mobility and use of appliances, bathroom facilities, and living areas? 2. Does the existing facility comply, to the maximum extent feasible, with 28 CFR Sections 36.304 and 36.305 regarding removal of barriers under the Americans with Disabilities Act, without creating an undue hardship or burden on the facility, and do you provide as required, the necessary accommodations? 3. Does the facility provide the following according to the above parameters: a. Ramps for residents who require assistance with ambulation shall comply with the requirements of the ADAAG 4.8? b. Bathrooms and doors large enough to allow the easy passage of a wheelchair as provided for in the ADAAG 4.13? c. Grab bars in resident toilet and bathrooms in compliance with ADAAG 4.26? d. Toilet facilities in compliance with ADAAG 4.16 and 4.23? (continued on next page)		

Specific Criteria	Yes	No
<ul style="list-style-type: none"> <li>e. Non-retractable faucet handles in compliance with ADAAG 4.19, with the exception of self closing valves under 4.19.5, and 4.27?</li> <li>f. Suitable hand railing on both sides of all stairs leading into and out of a building for residents who require the use of crutches, walkers, or braces? {IDAPA 16.03.22.250.07}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.08 Lighting</b> <ul style="list-style-type: none"> <li>1. Does the facility provide adequate lighting in all resident sleeping rooms, dining rooms, living rooms, recreation rooms, and hallways? {IDAPA 16.03.22.250.08}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.09 Ventilation</b> <ul style="list-style-type: none"> <li>1. Does the facility provide ventilation?</li> <li>2. Does the facility take precautions to assure offensive odors are prevented? {IDAPA 16.03.22.250.09}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.10 Plumbing</b> <ul style="list-style-type: none"> <li>1. Does all the plumbing in the facility comply with local and state codes?</li> <li>2. Are all plumbing fixtures easily cleanable and maintained in good repair?</li> <li>3. Does the facility assure the temperature of hot water at plumbing fixtures used by residents is between one hundred five degrees (105°F) Fahrenheit and one hundred twenty degrees (120°F) Fahrenheit? {IDAPA 16.03.22.250.10}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.11 Heating</b> <ul style="list-style-type: none"> <li>1. Does the facility assure a heating system is provided for the facility that is capable of maintaining a minimum temperature of seventy degrees (70°F) Fahrenheit during the day and a minimum of sixty-two degrees (62°F) Fahrenheit during the night?</li> <li>2. Does the facility assure wood stoves are not used as the sole source of heat and the thermostat for the primary source of heat is remotely located away from any wood stove? {IDAPA 16.03.22.250.11}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.12 Dining, Recreation, Shower, Bathing and Living Space</b> <ul style="list-style-type: none"> <li>1. Does the facility assure the total area set aside for these purposes is no less than 30 square feet per licensed bed?</li> <li>2. Does the facility assure a hall or entry is not included as living or recreation space? {IDAPA 16.03.22.250.12}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.13 Resident Sleeping Rooms</b> <ul style="list-style-type: none"> <li>1. Does the facility assure that resident sleeping room accommodations meet the following parameters: <ul style="list-style-type: none"> <li>a. They are not in attics, stairs, halls, or any other room commonly used for other than bedroom purposes?</li> <li>b. A room with a window that opens into an exterior window well is not used for a resident sleeping room?</li> <li>c. Not more than 4 residents are housed in any multi-bed sleeping room in facilities licensed prior to July 1, 1991?</li> <li>d. New facilities or building converted to a licensed facility after July 1, 1992, does not have more than 2 residents in any multi-bed sleeping room? (continued on next page)</li> </ul> </li> </ul>		

Specific Criteria	Yes	No
<ul style="list-style-type: none"> <li>e. When there is any change in ownership of the facility, the maximum number of residents allowed in any room is 2?</li> <li>f. Window screens are provided on operable windows?</li> <li>g. Closet space in each resident sleeping room provides at least 4 usable square feet per resident?</li> <li>h. Common closets used by 2 or more residents have substantial dividers for separation of each resident's clothing?</li> <li>i. All closets are equipped with doors?</li> <li>j. Free-standing closets are deducted from the square footage of the sleeping room? {IDAPA 16.03.22.250.13.a-c}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.14 Secure Environment</b> <ul style="list-style-type: none"> <li>1. If the facility accepts and retains residents who have cognitive impairment, does it provide an interior environment and exterior yard which is secure and safe? {IDAPA 16.03.22.250.14}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.15 Call System</b> <ul style="list-style-type: none"> <li>1. Does the facility have a call system?</li> <li>2. Does the facility assure the call system is not used as a substitute for supervision?</li> <li>3. Does the facility plan to install a call system as defined in these rules, if your facility is licensed prior to January 1, 2006, and when the current system is no longer operational or repairable? (A call system is a signaling system whereby a resident can contact staff directly from their sleeping room, toilet room, and bathing area. The system may be voice communication; an audible or visual signal; and, may include wireless technology.) {IDAPA 16.03.22.250.15}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.250.16 Dietary Standards</b> <ul style="list-style-type: none"> <li>1. Do you assure your facility has a full service kitchen to meet the needs of the residents?</li> <li>2. Does the facility assure any satellite kitchen meets all applicable requirements? {IDAPA 16.03.22.250.16}</li> </ul>		
<b>Requirements: IDAPA 16.03.22.260.01 Water Supply</b> <ul style="list-style-type: none"> <li>1. Does the facility assure it has an adequate water supply that is safe and of a sanitary quality, as follows: <ul style="list-style-type: none"> <li>a. It comes from an approved private, public, or municipal water supply, and a municipal or public supply has not notified the facility of water contamination?</li> <li>b. Water from a private supply, has water samples submitted annually to either a private accredited laboratory or to the Public Health District Laboratory for bacteriological examination? (The Department may require more frequent examinations if warranted.)</li> <li>c. There is a sufficient amount of water under adequate pressure to meet sanitary and fire sprinkler system requirements of the facility at all times?</li> </ul> <b>Note:</b> For sanitary requirements, the system must support laundry and bathing activities. For fire sprinkler requirements, the system must meet the design pressure and flow. {IDAPA 16.03.22.260.01} </li> </ul>		

Specific Criteria	Yes	No
<b>Requirements: IDAPA 16.03.22.260.02 Sewage Disposal</b> 1. Does the facility assure that if a municipal sewage system is not available, sewage and liquid waste is collected, treated, and disposed of in a manner approved by the Department? {IDAPA 16.03.22.260.02}		
<b>Requirements: IDAPA 16.03.22.260.03 Garbage and Refuse Disposal</b> 1. Does the facility assure all garbage and refuse is disposed of? <b>Note:</b> The facility needs to have an agreement with a refuse company to have garbage and refuse removed on a regularly scheduled basis. 2. Does the facility's methods of disposal include the following: a. The premises and all buildings are kept free from accumulation of weeds, trash and rubbish? b. Material not directly related to the maintenance and operation of the facility is not stored on the premises? c. All containers used for storage of garbage and refuse are constructed of durable, nonabsorbent material and do not leak or absorb liquids? d. Containers are provided with tight fitting lids unless stored in a vermin-proof room or enclosure? e. Garbage containers are maintained in a sanitary manner? f. Sufficient containers are afforded to hold all garbage and refuse which accumulates between periods of removal from the facility? g. Storage areas are clean and sanitary? {IDAPA 16.03.22.260.03}		
<b>Requirements: IDAPA 16.03.22.260.04 Insect and Rodent Control</b> 1. Does the facility have a pest control program? 2. Does the pest program effectively prevent insects, rodents and other pests from entering or infesting your facility? 3. Are all toxic chemicals properly labeled and stored under lock and key? 4. Does the facility assure toxic chemicals are not stored in resident areas, where drugs are stored, or in any area where food is stored, prepared or served? {IDAPA 16.03.22.260.04}		
<b>Requirements: IDAPA 16.03.22.260.05 Linen and Laundry Facilities and Services</b> 1. Does the facility assure there is sufficient linen for the proper care and comfort of residents at all times? 2. Is the linen of good quality, not thread-bare, torn or badly stained? 3. Are the linens handled, processed and stored in an appropriate manner that prevents contamination? 4. Is the laundry equipped to ensure sanitary washing and drying of linen and other washable goods? 5. Is the laundry situated in an area separate and apart from where food is stored, prepared or served? 6. Is the laundry well lighted and ventilated, adequate in size for the needs of the facility, maintained in a sanitary manner and kept in good repair? 7. When the facility sends linen and personal laundry out for laundry services, do you assure care is taken that soiled linen and clothing are properly handled before sending out? (continued on next page)		

Specific Criteria	Yes	No
8. Does the facility store clean linen and clothing received from a laundry service appropriately? 9. Is all personal laundry of residents or staff collected, transported, sorted, washed, and dried in a sanitary manner? 10. Does the facility assure personal laundry is not washed with general linens, such as towels and sheets? {IDAPA 16.03.22.260.05}		
<b>Requirements: IDAPA 16.03.22.260.06</b> <b>Housekeeping Services and Equipment</b> 1. Does the facility provide housekeeping, maintenance personnel, and equipment to maintain the interior and exterior of the facility in a clean, safe, and orderly manner? 2. Does the facility assure that prior to occupancy of any sleeping room by a new resident, the room is thoroughly cleaned, including the bed, bedding, and furnishings? {IDAPA 16.03.22.260.06}		
<b>Record Keeping or Documentation: IDAPA 16.03.22.745</b> 1. Does the facility assure that the records for water supply are maintained? 2. Does the facility have copies of the laboratory reports documenting the bacteriological examination of testing private water supply kept on file in the facility? {IDAPA 16.03.22.745}		

**The check lists can be used as a quality improvement tool and are offered as a helpful guide.**  
**They do not take the place of the rule requirements.**  
**It is highly recommended that the check lists be used in conjunction with the rules themselves.**